

**New Milford Board of Education
Policy Sub-Committee Minutes
April 25, 2017
Lillis Administration Building, Room 2**

Present: Mr. J.T. Schemm, Chairperson
Mrs. Wendy Faulenbach
Mrs. Tammy McInerney
Mr. Bill Dahl, Alternate

Absent: Mr. Dave Littlefield

Also Present: Mr. Joshua Smith, Superintendent
Ms. Alisha DiCorpo, Assistant Superintendent
Ms. Roberta Pratt, Director of Technology
Mrs. Laura Olson, Director of Pupil Personnel and Special Services

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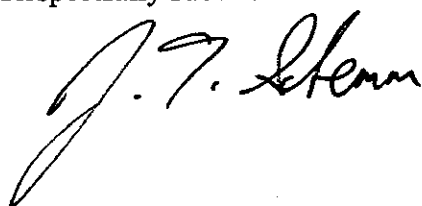
1.	Call to Order The meeting of the New Milford Board of Education Policy Sub-Committee was called to order at 6:45 p.m. by Mr. Schemm. Mr. Dahl was seated in the absence of Mr. Littlefield.	Call to Order
2.	Public Comment • There was none.	Public Comment
3.	Discussion and Possible Action A. Policy for Review: 1. 6141.321/4118.4/4218.4 Acceptable Use and Internet Safety • Mr. Schemm said this policy was here for first review following discussion last month. • Mr. Smith said he reviewed the draft with district administrators last week regarding its effect on next year's handbooks, sign offs, and consistency of the message to both students and staff since the policy applies to all. • Mr. Schemm noted that annual notice is required and asked how that will be accomplished. Mr. Smith said the policy will go out as part of the annual notification packet and will be part of the Appendix A addendum to handbooks. Sign off is required so there will be follow up with that as well.	Discussion and Possible Action A. Policy for Review: 1. 6141.321/4118.4/4218.4 Acceptable Use and Internet Safety

- Mrs. Faulenbach asked how the sign off will be monitored. Mr. Smith said there is a checkoff in the Administrator Plus software from which reports can be run. The district is also beginning the process of automating forms in the Parent Portal.
- Mrs. Faulenbach said the beginning of school is a busy time for families and occasionally forms get lost in the shuffle. She is concerned about students not having access if the form is not returned promptly.
- Mr. Schemm suggested a grace period until October 1 perhaps for students who had a sign off on file from the previous year.
- Ms. Pratt said those items are wiped clean from the software when the new school year is created so a work around would have to be developed for that to happen.
- Mr. Smith said he is hoping the development of the electronic forms will help. He also said there tends to be a very quick turnaround on the return of the form when students realize access is not there.
- Mrs. Faulenbach asked if there was a legal definition of "inappropriate". Mr. Smith said there are legal guidelines to what school districts need to filter but in the case of this policy the term refers to using the district internet in a way that is not appropriate to the educational mission.
- Mrs. Faulenbach asked who monitors appropriateness for the district.
- Ms. Pratt said there are automatic filters in the district software and through google. Anything questionable is brought to her attention and she works with administrators to address.
- Mrs. McInerney asked if this policy applied to all grades, and if so how it was addressed with the younger students. Mr. Smith said it applies to grades 1-12. Digital citizenship is part of the middle school curriculum and the Library Media Specialists handle the discussion at the elementary level.
- Mrs. Faulenbach asked if the draft had been reviewed by legal and if it was similar to other districts. Mr. Smith said it had been and it was

	a combination of best practice from other districts and language unique to New Milford. • Mr. Schemm asked if this policy would apply to community members visiting the buildings who choose to access the network. Mr. Smith said it would and that anyone trying to access the network would have to accept terms and conditions before doing so. Mr. Schemm suggested a link to the policy be included on that page. Mrs. Faulenbach moved to bring Policy 6141.321/4118.4/4218.4 Acceptable Use and Internet Safety to the full Board for first review. Motion seconded by Mrs. McInerney. Motion passed unanimously.	Motion made and passed unanimously to bring Policy 6141.321/4118.4/4218.4 Acceptable Use and Internet Safety to the full Board for first review.
4. A.	Item of Information Regulation for Discussion: 1. 6142.2 Student Nutrition and Physical Activity (Student Wellness) • Mr. Smith said the accompanying policy is already at the Board level for approval. The regulation, like the policy, requires extensive revisions but will take a longer time to implement fully. He expects it to evolve over the course of next year. • Mrs. McInerney said she thought a July 1 implementation date was required. Mr. Smith said that is the case with the policy. He said the state is aware that implementation of the regulations will take time. • Ms. DiCorpo said she co-chairs the Wellness Committee with Mrs. Olson and they are already having extensive discussions. The new regulations require a change to committee members, an implementation plan using an online tool, and annual notifications among other steps. • Mr. Dahl asked if an implementation plan is required for each school and Ms. DiCorpo said	Item of Information A. Regulation for Discussion: 1. 6141.321/4118.4/4218.4 Acceptable Use and Internet Safety

	yes as well as some curriculum revision. • Mr. Dahl asked if the district has department chairs for PE and Health to do all the work which will be required. Mr. Smith said only the high school has a department chair and the position combines both departments. The process will start at the central office level. That is one of the reasons the process will take time to roll out. • Mrs. Faulenbach said she appreciates all the work that will be done to build the foundation to support the policy. • Ms. DiCorpo said the first focus will be on the food celebration piece since that information needs to go out to parents before the beginning of the next school year. A Nutrition Advisory Council has been formed to work on this and provide a list of approved items. They have been looking at what other districts do in this area as well. • Mrs. McInerney and Mrs. Faulenbach said they welcome the clarity as there is inconsistency currently. • Mrs. Faulenbach said she thinks it will be important to provide teachers with the tools they need to respond to parent questions.	
5.	Public Comment • There was none.	Public Comment
6.	Adjourn Mrs. Faulenbach moved to adjourn the meeting at 7:35 p.m. seconded by Mr. Dahl and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 7:35 p.m.

Respectfully submitted:



J.T. Schemm, Chairperson
Policy Sub-Committee